

RESOLUTION NO. 5

SERIES 2006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUNNISON, COLORADO, ADOPTING BY REFERENCE THE COLORADO MODEL MUNICIPAL RECORDS RETENTION SCHEDULE.

WHEREAS, the City of Gunnison, Colorado, recognizes the need for a comprehensive records retention schedule for the destruction of nonpermanent municipal records and the retention of municipal records of enduring and historical value; and

WHEREAS, the Gunnison City Council adopted the existing Records Retention Schedule and Records Management Policy on July 6, 1994, thereby confirming the City's commitment to comprehensive records management; and

WHEREAS, the Colorado State Archives adopted the Model Municipal Records Retention Schedule for statewide use by Colorado municipalities in September, 2001, and updated that Schedule in 2004 and 2006, and is strongly encouraging all Colorado municipalities to adopt said Schedule; and

WHEREAS, adoption of the Model Municipal Records Retention Schedule and its subsequent revision and amendments will benefit the City of Gunnison, its residents and its taxpayers by providing appropriate and legal minimum retention periods for its municipal records.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GUNNISON, COLORADO, THAT:

The Colorado Municipal Model Records Retention Schedule approved by the Colorado State Archives in September, 2001, and updated in 2004 and 2006, is hereby adopted by reference, along with its subsequent revisions and amendments; and

That the City Clerk, as designated in Section 3.13(D) of the City of Gunnison Municipal Home Rule Charter, is the custodian of all papers, documents and records pertaining to the City, will obtain the required authorization from the Colorado State Archives to follow said schedule for the disposition and retention of the City of Gunnison's municipal records.

INTRODUCED, READ, PASSED, AND ADOPTED at the regular meeting of the City Council of the City of Gunnison, Colorado, held this 11th day of July, 2006.

Mayor

(SEAL)

(ATTEST)

City Clerk